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# County of San Diego

HEALTH AND HUMAN SERVICES AGENCY

PUBLIC HEALTH SERVICES

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Community Epidemiology  
Emergency & Disaster Medical Services  
HIV, STD and Hepatitis  
Immunization  
Maternal, Child and Family Health Services  
Public Health Laboratory  
PH Nursing/Border Health  
TB Control & Refugee Health  
Vital Records

CSA-17 Advisory Committee  
Barbara Cerny, Chair/Crystal Crawford, Vice-Chair  
c/o Emergency Medical Services  
6255 Mission Gorge Road  
San Diego, CA 92120  
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## CSA-17 ADVISORY BOARD MEETING Minutes Thursday, June 11, 2009

### Members Present

Cerny, Barbara – Torrey Pines Comm. Planning Grp.  
Crawford, Crystal – City of Del Mar  
Hickerson, Tom – Rancho Santa Fe Fire Prot. Dist.  
Marquardt, Larry – Member-at-Large  
Nichols, Mike – City of Solana Beach  
Zovanyi, Peter – Member-at-Large

### County Staff Present

Cavanaugh, Adria  
Metz, R.N., Chief, Marcy  
Pate, R.N., Rebecca  
Yaghmaee, Saman

### Members Absent

Houlihan, Maggie – City of Encinitas

### Guests Present

Gilligan, Matt – S.D. Medical Services Enterprise  
Muir, Chief Mark – Encinitas Fire  
Murphy, R.N., Mary – CSA-17  
Olejnuk, Lorelee – S.D. Med. Services Enterprise  
Tanner, John – Rancho Santa Fe Fire Prot. Dist.  
Ward, Darrin – Encinitas Fire

### Recorder

Rupp, Merle

## **I. INTRODUCTIONS AND ANNOUNCEMENTS**

Barbara Cerny, Chair, brought the meeting to order at 4:00 p.m.

Attendees introduced themselves.

## **II. APPROVAL OF MINUTES – February 3, 2009**

**MOTION made by Peter Zovanyi, Seconded by Larry Marquardt to approve the regular quarterly Advisory Board Minutes of February 3, 2009. MOTION carried. Mike Nichols, City of Solana Beach, abstained; not in attendance at last meeting.**

### III. PUBLIC COMMENTS/PETITIONS

None.

### IV. MANAGEMENT TEAM REPORT

#### A. Financial Report (Saman Yaghmaee)

Property Tax Revenue: As of May 30, 2009, year-to-date revenue is \$965,624 with a budgeted amount of \$1,117,296. Compared to the same period last year, the revenue from property tax has been slightly increased.

Benefit Fee Revenue: As of June 5, 2009, year-to-date revenue is \$1,253,690 and the budgeted amount is \$1,401,043. Compared to the same period last year, the revenue from the benefit tax has been slightly increased.

Interest Revenue: Revenue from interest on reserve is \$37,303.

Expenditures: The budgeted amount on expenditures is \$2,645,076; however, total expenditures are expected to be lower than the budgeted amount due to lower expenditures on supported services by County and Mutual Aid providers.

Total Revenues/Expenditures: For fiscal year 2008-09, total revenues are projected to be between \$2.4 to \$2.5 million dollars and total expenditures are projected to be between \$2.5 and \$2.6 million dollars.

Levy Update: The levy amount per benefit unit will be increased by 3.2% from \$25.32 to \$26.13 in fiscal year 2009-10.

#### B. Administrative Report (Marcy Metz, R.N., Chief)

H1N1 News: Ms. Metz thanked the advisory board members for being flexible in rescheduling this meeting from May due to the H1N1 outbreak which kept the County EMS office very busy. The World Health Organization raised the pandemic alert to Level 6 meaning there have been more cases identified around the world. Confirmed cases in San Diego County has reached 244 and California has had three deaths but none as of this date occurring in San Diego County. The County's Public Health Epidemiology Department served as the Incident Command for this event and EMS opened its' (DOC) Departmental Operations Center, also known as the Medical Operations Center (MOC) to handle logistics with prehospital agencies, hospitals, clinics and other healthcare providers. The County did receive a cache of Tamiflu that was distributed to hospitals, clinics, and university health care centers. County Public Health contacted several local pharmacies with drive-through capabilities and extended hours so private physicians could write prescriptions for patients and they could have them filled there. On June 18, 2009, there will be a County-wide debriefing of this event to review what went well and identify gaps and opportunities for the fall influenza season.

Advisory Board member Peter Zovanyi asked if it was known what the approximate number of influenza cases would have been during this same period of time that the H1N1 flu occurred. **ACTION: Ms. Metz agreed to look into that number for him.**

Trauma Site Visits: Every three years the American College of Surgeons conduct site visits at the trauma centers in San Diego County. All six trauma centers were reviewed and verified for another three years.

State Trauma Planning: The Regional Planning for Trauma Centers in California groups have been meeting and the latest regional meeting for San Diego County was held recently in Palm Springs. The group is working on trauma triage protocols, repatriation of patients, and financial issues.

Stroke Receiving Centers: County EMS is currently conducting site visits to hospitals who are not currently Joint Commission certified to be a stroke receiving center hospital in San Diego County. The Stroke System is scheduled to go live July 1, 2009.

Protocols Update: The paramedic protocols have been updated and will go into effect July 1, 2009. The Committee began meeting in October, 2009 and received input from many stakeholders in the community.

Annual Report (Rebecca Pate, R.N.): After receiving input from the subcommittee, a final draft of the CSA-17 Activity Report for fiscal years 2006-07 and 2007-08 was developed and distributed earlier by e-mail. Copies were also brought to this meeting. **ACTION: Send any further input to Ms. Pate at [rebecca.pate@sdcounty.ca.gov](mailto:rebecca.pate@sdcounty.ca.gov).**

C. Paramedic Provider Report (Matt Gilligan, S.D. Medical Services Enterprise)

San Diego Medical Services Enterprise (SDMSE) is preparing for the annual San Diego County Fair in Del Mar beginning in mid-June. One paramedic unit is routinely on-site and if there are any concerts or rodeos, a second special paramedic unit is available also. SDMSE also has a move-up plan in case of high volume of calls.

Call volume has been a little lower compared to the last couple of years.

SDMSE completed orienting their paramedics and EMT's regarding new policies, procedures, tools and medications. SDMSE is expecting a new ambulance in August, 2009; it will take approximately a month to get it outfitted and inspected.

Loralee Olejnik has been busy with education events in the community.

Crystal Crawford, City of Del Mar, brought up that if the fair and races receive additional services that are treated as special events and those are contracted out, is that money the CSA-17 is entitled to? Also, do the contractors pay into the CSA-17 system, and what is the CSA-17's obligation to provide services. **ACTION: Chairperson Barbara Cerny requested the Operations Chiefs check into what other places do in these circumstances and Darrin Ward, Encinitas Fire, agreed to check into that.**

D. Medical Director's Report (Bruce Haynes, M.D.)

(Covered under Administrative Report.)

V. **UPDATE RE: ELFIN FOREST CSA-107 AND CSA-17**

No new information on this.

VI. **SUBCOMM. REPORT ON PARCEL ADDRESSES** (C. Crawford, Del Mar)

The subcommittee has not met again. Chief Mark Muir, Encinitas Fire, stated that an investigation was performed on some addresses where there were billing concerns but everything was fine.

Ms. Crawford added that the subcommittee wanted to get some documentation and figure out the status on the property tax role. One piece was the written policy to describe the assessment and billing practices. The written policy has not yet been provided. **ACTION: Chairperson Barbara Cerny asked if the Operations Chiefs could work with SDMSE and put something into writing. Chief Muir agreed to contact people who were working on that and follow-up. Chief Muir will also get together with County staff to re-format the goals and get the subcommittee to meet.**

VII. **SUBCOMMITTEE REPORT ON PROPERTY TAX PROCESS**

Ms. Metz stated that some progress has been made on this issue as some documents have been found. It was recommended that this subcommittee needs to meet again and together share what has been found and decide where to go from there.

It was then suggested that both subcommittees be combined into one and the work disseminated from that point. **ACTION: Ms. Metz further recommended that County EMS take the lead on setting up this meeting with members of both subcommittees prior to the next Advisory Board meeting of August 4, 2009.**

VIII. **STIPENDS FOR ADVISORY BOARD MEETINGS**

Ms. Metz reported that after a search of the bylaws, no mention of stipends exists for CSA-17. The County Board of Supervisors does have a policy for setting up advisory boards and how they're structured. One of the items in the policy discusses the formation of advisory boards and that the issue of compensation was to be discussed when the advisory board was initially formed.

Chairperson Barbara Cerny requested Chief Muir look into this issue and report back at the next meeting. Also, the Advisory Board needs to decide whether it wants to pursue stipends. **ACTION: Place on CSA-17 agenda for Tuesday, August 4, 2009.**

**IX. SET NEXT MEETING/ADJOURNMENT**

The next CSA-17 Advisory Board meeting was scheduled for Tuesday, August 4, 2009 at 4:00 p.m.

The meeting adjourned at 5:00 p.m.

Respectfully submitted,

Merle Rupp, Board Secretary  
County EMS